



ADMINISTRATION AND  
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE  
1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

October 23, 2008

MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT  
GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – Veterans' Advisory Board on Dose  
Reconstruction Charter Renewal

The Office of the Under Secretary of Defense for Acquisition, Technology and Logistics has requested the charter for the Veterans' Advisory Board on Dose Reconstruction be renewed (Attached).

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended) and 41 CFR, § 102-3.60, has carefully reviewed the Under Secretary's request, and has determined that renewing this non-discretionary committee's charter is in the best interest of the Department of Defense and the American public.

The Department of Defense has further determined that this non-discretionary advisory committee is essential to DoD's mission, and that no other DoD or Executive Branch advisory committee can meet these needs. The Committee, through its membership, continues to provide independent advice to the Secretary of Defense, through the Under Secretary of Defense for Acquisition, Technology and Logistics, and to the Department of Veterans Affairs.

The Board's membership shall include:

- (1) At least one expert in historical dose reconstruction of the type conducted under the Radiation Dose Reconstruction Program;
- (2) At least one expert in radiation health matters;
- (3) At least one expert in risk communications matters;
- (4) A representative of the Defense Threat Reduction Agency and a representative of the Department of Veterans Affairs; and
- (5) At least three veterans, including at least one veteran who is a member of an atomic veterans group.

Board members appointed by the Secretary of Defense, who are not Federal officers or employees, shall be appointed as experts and consultants by the Secretary of Defense under the authority of 5 U.S.C. § 3109 and serve as Special Government Employees. These Board members shall be appointed on an annual basis, with the



exception of travel and per diem for official travel, serve without compensation, unless otherwise authorized by the appointment authority.

The Board Chairperson shall be selected by the sponsors, the Department of Veterans Affairs and Defense Threat Reduction Agency.

The Board is authorized to establish subcommittees, and the Board, to include any subcommittees, will operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and 41 CFR, Parts 102-3 through 102-3.185.

Prior to submitting a Federal Register notice and subsequently filing the Board's charter with the Library of Congress and the appropriate congressional committees, the Department of Defense respectively requests that the Committee Management Secretariat review and approve the charter (attached). The charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter please contact me at 703-601-6128.

A handwritten signature in black ink, appearing to read "James D. Freeman II", with a large, stylized flourish at the end.

James D. Freeman II  
Deputy Committee Management  
Officer for the Department of Defense

2 Attachments  
As stated

**TAB 1**



ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

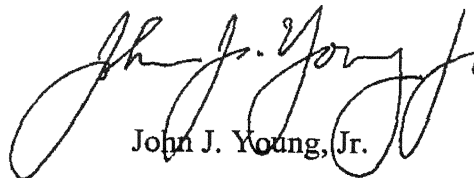
THE UNDER SECRETARY OF DEFENSE  
3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

OCT - 1 2008

MEMORANDUM FOR DIRECTOR OF ADMINISTRATION AND MANAGEMENT,  
WASHINGTON HEADQUARTERS SERVICES

SUBJECT: Renewal of Veterans' Advisory Board on Dose Reconstruction (VBDR)  
Charter

The Charter renewal for the VBDR is submitted. Congress directed the Secretaries of the Departments of Defense and Veterans Affairs (VA), under Public Law 108-183, to appoint an advisory board to provide on-going independent review and oversight of the dose reconstruction and claims compensation programs for veterans. The renewal of the VBDR is essential for maintaining independent oversight of the improvement and quality management of the procedures used by the Defense Threat Reduction Agency (DTRA) and the VA in responding to claims filed by atomic veterans. The advisory board will continue to provide an avenue for improving communications with veterans and resolving complex issues related to dose reconstruction and claims adjudication processes. Both DTRA and the VA have reviewed and endorse the VBDR renewal Charter.



John J. Young, Jr.

Attachments:

1. Proposed Charter
2. Current Charter



CHARTER  
VETERANS' ADVISORY BOARD ON DOSE RECONSTRUCTION

- A. Official Designation: The Committee shall be known as the Veterans' Advisory Board on Dose Reconstruction (hereafter referred to as the Board).
- B. Objectives and Scope of Activities: The Board, under the provisions of Section 601(c) of Title VI of Public Law 108-183, and the Federal Advisory Committee Act of 1972, as amended, shall provide review and oversight of the Radiation Dose Reconstruction Program, and make such recommendations on modifications in the mission or procedures of the Radiation Dose Reconstruction Program as it considers appropriate as a result of the audits conducted under the authority of Section 601(c)(3)(A) of Title VI of Public Law 108-183.

Specifically, the Board shall –

1. Conduct periodic, random audits of dose reconstructions under the Radiation Dose Reconstruction Program and of decisions by the Department of Veterans Affairs on claims for service connection of radiogenic diseases;
2. Assist the Department of Veterans Affairs and the Defense Threat Reduction Agency in communicating to veterans information on the mission, procedures, and evidentiary requirements of the Radiation Dose Reconstruction Program;
3. Carry out such other activities with respect to the review and oversight of the Radiation Dose Reconstruction Program as the Secretary of Defense and Secretary of Veterans Affairs shall jointly specify; and
4. Make recommendations on modifications to the mission and procedures of the Dose Reconstruction Program as the Board considers appropriate as a result of the audits.

The Under Secretary of Defense (Acquisition, Technology & Logistics) or designee, as well as, the Department of Veterans Affairs may act upon the Board's advice and recommendations.

- C. Board Membership: Specifically, the Board Membership shall be composed of
1. At least one expert in historical dose reconstruction of the type conducted under the Radiation Dose Reconstruction Program;
  2. At least one expert in radiation health matters;
  3. At least one expert in risk communications matters;
  4. A representative of the Defense Threat Reduction Agency and a representative of the Department of Veterans Affairs; and
  5. At least three veterans, including at least one veteran who is a member of an atomic veterans group.

Board Members appointed by the Secretary of Defense, who are not full-time Federal officers or employees, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109. Board Members shall be appointed on an annual basis, and Board Members who are not full-time Federal officers or employees, with the exception of travel and per diem for official travel, shall serve without compensation, unless otherwise authorized by the appointing authority. With the exception of travel and per diem for official travel, they shall normally serve without compensation, unless otherwise authorized by the appointing authority.

The Chairperson of the Board shall be selected by the sponsors, the Department of Veterans Affairs and the Defense Threat Reduction Agency.

- D. Board Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the Chairperson, and the estimated number of Board meetings is two per year. The Board shall be authorized to establish subcommittees, as necessary, to fulfill its mission, and these subcommittees shall operate under the provisions of the Federal Advisory Committee Act of 1972, as amended.

Such subcommittees or working groups shall not work independently of the chartered Board, and shall report their recommendations and advice to the Board for full deliberations and discussion. Subcommittees or working groups have no authority to make decisions on behalf of the chartered Board nor can they report directly to the Agency or any Federal officers or employees not Board Members.

- E. Duration and Termination of the Board: The need for this advisory function is on a continuing basis as per statute; however, the charter is subject to renewal every two years.
- F. Agency Support: The Department of Defense, through the Under Secretary of Defense (Acquisition, Technology & Logistics) and the Defense Threat Reduction Agency, shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix 2.
- G. Operating Costs: Total annual operating costs are estimated at \$1,100,000. The estimated personnel costs to the Department of Defense are 1.5 full-time equivalents per year.
- H. Charter Filed: To be determined by OSD Committee Management Office

# Current charter with changes

## CHARTER VETERANS' ADVISORY BOARD ON DOSE RECONSTRUCTION

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3. Carry out such other activities with respect to the review and oversight of the Radiation Dose Reconstruction Program as the Secretary of Defense and Secretary of Veterans Affairs shall jointly specify; and
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- G. Operating Costs: Total annual operating costs are estimated at \$1,100,000. The estimated personnel costs to the Department of Defense are 1.5 full-time equivalents per year.

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- H. Charter Filed: To be determined by OSD Committee Management Office

Deleted: November 24, 2006



UNCLASSIFIED SYSTEM

Office of the Under Secretary of Defense for  
Acquisition, Technology, and Logistics  
Correspondence Cover Sheet

When Added:

9/22/08

Due Date:

Tasked Org:

DTRA

Item ID:

USA000995-08

OSD #:

Red Tag:

Action Type:

USD Signature

Tasked Person:

Subject:

Renewal of Veterans' Advisory Board on Dose Reconstruction (VABDR) Charter

	Initials	Date	Comments
<input type="checkbox"/> Mr. Young:			
<input type="checkbox"/> Mr. Hartman:			
<input type="checkbox"/> COL Cook:	DAC	30 Sept	
<input type="checkbox"/> Col Bogdan:			
<input type="checkbox"/> Mr. Mackey:	S	9/30/08	
<input type="checkbox"/> Mr. Graves:			
<input checked="" type="checkbox"/> Mr. Simpson:	AS	9/25	
<input type="checkbox"/> Ms. Wright:			

Notes:

DISPOSITION INSTRUCTIONS:

THIS TASK RESIDES ON THE NIPRNET VERSION OF SACCP.

UNCLASSIFIED SYSTEM

TAB 2

CHARTER  
VETERANS' ADVISORY BOARD ON DOSE RECONSTRUCTION

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serve without compensation, unless otherwise authorized by the appointing authority.

The Chairperson of the Board shall be selected by the sponsors, the Department of Veterans Affairs and the Defense Threat Reduction Agency.

- D. Board Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the Chairperson, and the estimated number of Board meetings is two per year.

The Designated Federal Officer shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. The Designated Federal Officer and/or Alternate Designated Federal Officer shall attend all Committee and subcommittee meetings.

The Board shall be authorized to establish subcommittees, as necessary, and consistent with its mission. These subcommittees shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and other appropriate federal regulations.

Such subcommittees or working groups shall not work independent of the chartered Board, and shall report their recommendations and advice to the Board for full deliberations and discussion. Subcommittees or working groups have no authority to make decisions on behalf of the chartered Board nor can they report directly to the Department of Defense or any Federal officers or employees who are not Board members.

- E. Duration of the Committee: The need for this advisory function is on a continuing basis as per statute; however, the charter is subject to renewal every two years.
- F. Agency Support: The Department of Defense, through the Under Secretary of Defense (Acquisition, Technology & Logistics) and the Defense Threat Reduction Agency, shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix 2.
- G. Termination Date: The Board shall terminate upon completion of its mission or two years from the date of this Charter is filed, whichever is sooner or unless the Secretary of Defense extends it.
- H. Operating Costs: Total annual operating costs are estimated at \$1,100,000. The estimated personnel costs to the Department of Defense are 1.5 full-time equivalents per year.
- I. Recordkeeping: The records of the Committee and its subcommittees shall be handled according to section 2, General Records Schedule 26 and appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C § 552, as amended).

J. Charter Filed: